



Board of Harbor Commissioners of the Crescent City Harbor District

Wes White, President

Scott R. J. Feller, Secretary

Patrick A. Bailey, Commissioner

Ronald A. Phillips, Commissioner

James Ramsey, Commissioner

MINUTES

Board of Harbor Commissioners of the Crescent City Harbor District Regular Meeting, Tuesday, January 5, 2016, 6:30 P.M.

COMMISSIONERS PRESENT:

Wes White, President
Scott Feller, Secretary
Ron Phillips
James Ramsey
Patrick Bailey

COMMISSIONERS ABSENT:

OTHERS PRESENT:

Charlie Helms, CEO/Harbormaster
Nicole Burshem, PS Business
Robert Black, Black & Rice

6:00 p.m. The Board of Harbor Commissioners will meet in open session to discuss the following agenda items.

President White opened the meeting at 6:00 p.m.

Public Comment prior to closed session.

The following person(s) addressed the Commission: None

President White closed the regular meeting and immediately reconvened in closed session at 6:00 p.m.

Closed Session. The Board of Harbor Commissioners will now meet in closed session to discuss the following items:

**(1) PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d) (4)
Anticipated Litigation: Crescent City Harbor District**

(2) CONFERENCE WITH REAL PROPERTY NEGOTIATIONS: Pursuant to Government Code Section 54956.8 Property 201 Citizens Dock Road, Crescent City, Agency Negotiator: Charles Helms

President White closed the closed session meeting and immediately reconvened in regular session at 6:30 p.m.

REPORT OUT OF CLOSED SESSION

Mr. Helms reported that there was nothing to report out of closed session

6:30 p.m. The Board of Harbor Commissioners will meet in open session to discuss the following agenda items

President White opened regular meeting at 6:30 p.m.

Pledge of Allegiance

Commissioner Bailey led the commission in the pledge of allegiance

Public Comment

The following person(s) addressed the Commission: None

1. Consent Agenda

Requests to remove items from the Consent Agenda may be heard at this time

A) Approval of the warrant list since the December 15, 2015 Harbor Commission Meeting

B) Approval of the minutes of the December 15, 2015 Harbor Commission Meeting

Commissioner Feller asked in regards to Woods Plumbing back flow. Mr. Helms commented they had to check the back flow preventers.

President White asked in regards to the interest payment to Home Depot services. Mr. Helms commented it was a mess up. President White

asked in regards to dues. Mr. Helms commented they are the annual dues. President White asked in regards to Deal William Vendor. Mr.

Helms commented she is the part time security employee that had to use her own vehicle to patrol and got reimbursed for her mileage.

President White asked in regards to Pacific Coast Congress. Mr. Helms

commented it is regards to another association with congress on the west coast.

ON A MOTION BY COMMISSIONER FELLER, SECONDED BY COMMISSIONER RAMSEY, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED THE CONSENT AGENDA ITEMS 1 A. -B.

2. Election of Officers of the Crescent City Harbor District Board of Commissioners for 2016. Take action as necessary and appropriate to elect Board Officers

Commissioners Phillips nominated Commissioner Ramsey as President for the 2016 Harbor Commission. Commissioner Feller seconded the nomination and was unanimously carried Commissioner Ramsey as President for the 2016 Harbor Commission. Commissioner Ramsey nominated Commissioner Feller for Secretary for the 2016 Harbor Commission. Commissioner Phillips seconded the nomination and was unanimously carried Commissioner Feller as Secretary for the 2016 Harbor Commission.

3. Committee Reports. Reports from other standing and ad hoc committees

The following committee reports were made:

Financial – None

Budget Committee – None

Design Oversight – None

Dredge – None

Events – None

Ordinance and Policy – Mr. Helms commented it is an ongoing process.

Lease Committee – Commissioner Phillips asked if there was a need to have another meeting. Mr. Helms commented as soon as he receives an offer back.

Park Model Construction – None

Real Estate Policy/Lease Committee – None

North Coast Tsunami Center Committee – None

Dutra Dispute Resolution Committee – None

Employee Negotiations – None

Insurance Committee – None

Zoning and Land Use – Mr. Helms commented trying to get a service contract done.

Strategic Planning - None

Marketing – None

Maintenance and Repair – None

IGRC – None

Chamber – Commissioner Phillips commented for the dinner they need what the Commission wants for dinner and payment. Commissioner Feller commented there is an opportunity for the business bureau to have a visitor's center.

Land Use Plan – None

Two by two- None

Tri agency- None

Port safety- None

Personnel- None

4. **CEO Report. Report on current and planned items**

Mr. Helms reported on Englund marine. Mr. Helms commented he wants to get a proposal up about the Old Englund Marine building. President White asked if Mr. Helms spoke with Superfly. Mr. Helms commented that he has not yet. Mr. Helms reported out on cost reduction. Mr. Helms commented the Harbor is to meet the new and ever changing ADA requirements. Mr. Helms commented the Harbor is going to paint the spot outside of Crescent Seafood and place a van accessible area over in the corner. President White asked in regards to the North Coast Grill sign. Mr. Helms commented they are still working it out in Arcata. Mr. Helms reported out on the inner boat basin. Mr. Helms reported out on the demonic acid. Mr. Helms commented the Harbor needs two clean findings and haven't had one yet. Mr. Helms commented in regards to dredging. Mr. Helms reported in regards to CAL-OAS. Mr. Helms reported in regards to coastal conservancy. Mr. Helms reported on Englund Marine. Mr. Helms reported in regards to the harbor tenant meeting. Mr. Helms commented we worked with Black Smith and we don't have a certification out of the UK for our fisheries. Any shrimp caught here the boats go to Brookings to unload and receive a proper certification. Mr. Helms reported on the fender piles. Mr. Helms commented Tom Bradbury is talking to Specific Seafood to reroof the building and Specific Seafood got the money for a new roof. Mr. Helms reported the Harbor is in need of an additional freezer or cold space in the. President White asked how much capacity they have and how much capacity we have. Mr. Helms commented 25 or 30 and we have 3. Mr. Helms reported one of the other things mentioned is to provide more large berths for like 80 to 90 foot vessels. We could move some smaller berths to B dock and put some of the larger berths in A dock. Mr. Helms reported their needs to be additional storage around the area such as renting space for full time storage. Mr. Helms reported on the tsunami experience. Mr. Helms reported on the RV Park. President White

asked who is responsible of the maintenance on the water recycling system for the car wash. Mr. Helms commented it should be the responsibility of the tenant. Mr. Helms reported on Starfish Way Trail. Mr. Helms reported on the gift shop. Mr. Helms reported on the harbor staff meeting, help wanted add for new bookkeeper, on the temporary maintenance guys; harbor marketing promotion, trip advisor, and waiting to hear back from CAL-OAS grant program team. Mr. Helms reported on chapter four on the county. Mr. Helms reported in regards to the ordinance. Mr. Helms reported on the bids and costs of solar companies. Mr. Helms reported on the Englund Marine Building. Commissioner Phillips asked in regards to the insurance for who has it and who doesn't. Mr. Helms commented we are up to date on that.

5. **Board Comments. The Agenda allows Board of Harbor Commission members the opportunity to discuss items of general interest, provide a reference or other resource to staff and to ask for clarification or request staff to report to the Board on certain matters**

Commissioner Bailey commented he likes to see that things are still working well. Commissioner Phillips commented he wants to wish Commissioner Ramsey a good presidency. President White commented he appreciates their cooperation and the harbor continues to progress.

6. **Adjournment**

There being no further business to come before the Commission, President White adjourned the meeting at 7:20 p.m., until the next regularly scheduled meeting on January 19, 2016 at 6:30 p.m.

James Ramsey, President

Scott Feller, Secretary

Approved this _____ day
of _____, 2015.
Possession